

Standing Rules Penn Central Conference Meetings

Quorum

- As defined in the bylaws, a quorum shall consist of 15% of eligible voting members of the conference. This includes 2 delegates from each church holding standing in an Association of the Penn Central Conference and all clergy in good standing.
- Clergy holding exempt standing do not count against the quorum, but any that attend the meeting will be granted voice and vote.
- A quorum will be determined, including in-person and zoom delegates, and announced as scheduled in the agenda.

Recognition to Speak

- Delegates must approach the microphones in order to be recognized by the Chair before speaking.
- Delegates using zoom must use the “Raise Hand” tab in order to be recognized by the Chair.
- Each delegate is limited to 2 minutes and may not speak more than twice to a specific issue.

Motions

- Motions must have a second (unless presented by a committee or the Board of Directors) before discussion may begin.
- Motions must be provided in writing and re-stated by the Chair prior to voting.

Voting Procedures

- Voting delegates attending via zoom must use individual devices for voting/polling purposes. These will be reported immediately via zoom technology to the meeting host. If multiple delegates are logged in the same zoom, names and votes must be recorded in chat for accuracy.
- In-person delegates at the main site may use a show of hands, voice vote, or written ballot, as determined by the Chair. Online delegates may use poll or chat features for voting.
- A simple majority (50% + 1) is required for a motion to pass unless otherwise specified.
- There will be no proxy votes at this meeting.
- Votes will be tabulated from both in-person and zoom voting before sharing the outcome.

Time Limits

- Each agenda item will be allotted a maximum amount of time for discussion and voting, unless otherwise extended by a majority vote.

***Robert's Rules of Order, 12th Edition* will apply in all other circumstances outside those named in these standing rules.**